

1. Agenda

Documents:

[08.22.2022 CC AGENDA.PDF](#)

2. Agenda Packet

Documents:

[08.22.2022 CC AGENDA PACKET.PDF](#)

City of Lake Alfred
120 E. Pomelo Street
Lake Alfred, Florida 33850



Phone: (863) 291-5270
Fax: 863) 298-5403
Visit: My Lake Alfred.com

**AGENDA
CITY COMMISSION
MONDAY, AUGUST 22, 2022
7:30 PM
CITY HALL**

Call to Order: Mayor Jack Dearmin

Invocation and Pledge of Allegiance

Roll Call: Linda Bourgeois, City Clerk

City Manager & City Attorney Announcements

Recognition of Citizens: Items that are not on the Agenda

Ovarian Cancer Awareness Month

Consent Agenda:

- 1.) City Commission Meeting Minutes for August 8, 2022
- 2.) City Commission Announcements

Agenda:

- 1.) Ordinance 1495-22: Street Naming Policy
- 2.) 10-Year Facilities Plan Presentation

Recognition of Citizens: Please Limit Your Comments to 5 Minutes.

Commissioner Questions and Comments:

Vice Mayor Brent Eden
Commissioner Maultsby
Commissioner Daley
Commissioner Fuller
Mayor Dearmin

Adjourn

**LAKE ALFRED CITY COMMISSION
AUGUST 22, 2022**

Consent Agenda:

All matters listed under this item are considered to be routine, and action will be taken by one motion without discussion. If a discussion is requested by a Commissioner, that item(s) will be removed from the Consent Agenda and considered separately.

1.) City Commission Meeting Minutes for August 8, 2022

Attachments:

- Draft Minutes

Analysis: Please review the minutes at your earliest convenience, and if there are any questions, comments, or concerns, please contact City Clerk Linda Bourgeois at (863) 291-5270.

2.) City Commission Announcements

Analysis: Each of the meetings/ events scheduled below may constitute a public meeting at which two or more City Commissioners or Board Members may attend and discuss issues that may come before the City Commissioners.

DATE	MEETING/ EVENT	LOCATION	TIME
9/6	Ridge League of Cities Dinner - Auburndale	Auburndale Civic Center	6:00 p.m. - Social
9/8 (Second Thursday of the Month)	City Commission Meeting	City Hall	7:30 p.m.
9/13	Parks and Recreation	City Hall	6:00 p.m.
9/15	Planning and Zoning Board	City Hall	6:00 p.m.
9/22	Code Enforcement Special Magistrate	City Hall	3:00 p.m.
9/22 (Fourth Monday of the Month)	City Commission Meeting	City Hall	7:30 p.m.

Staff Recommendation: Approval of the Consent Agenda

LAKE ALFRED CITY COMMISSION
AUGUST 22, 2022

1.) Ordinance 1495-22: Street Naming Policy

Issue: The City Commission will consider approval of the request to approve Ordinance 1495-22 amending Ordinance 1274-10 related to the Street Naming Policy and Fees on the first reading.

Attachment:

- Ordinance 1495-22

Analysis: City staff has been working with Polk County, the City of Auburndale, and the Adam's Estate to rename Old Lake Alfred Road (from West Pierce to Five Points in Auburndale). There are only a couple of addresses on Old Lake Alfred Road and changing it would eliminate confusion/redundancy with other roads that have "Lake Alfred" in it. In looking to our own policies staff has reviewed the City's current street re-naming policy of which a fee schedule was adopted by ordinance in 2010 which established the fees associated with the renaming of the city's streets.

The Ordinance included a minimum \$250.00 non-refundable deposit; Planning Board Meeting public hearing notice; City Commission public hearing notice; recording fee; notice of street name change; administrative fees and mail notification; cost of street signage. The policy itself was an internal policy which would require petitions for the Board and Commission to consider.

The existence of a fee schedule and internal policy seemingly indicates that the City Commission is permissive and receptive to street renaming. With the difficulty, likely opposition, historical significance of names and the cost of doing so street renaming by its very nature is rare, selective, and generally only undertaken if there is minimal impact to existing addresses (i.e. roads with only a handful of addresses).

The proposed ordinance removes the fee schedule and replaces it with language that the City Commission reserves the right to rename City streets by resolution. If there is ever an interest by the Commission, staff, or the public to rename a street it can be presented to the City Commission and then staff can perform the due diligence surrounding the feasibility of such a request if there is interest from the City Commission to proceed.

Staff Recommendation: Approve Ordinance 1495-22 on the first reading

LAKE ALFRED CITY COMMISSION
AUGUST 22, 2022

2.) 10-Year Facilities Plan Presentation

Issue: The City Commission will consider the Ten-Year Facilities Plan to be included as an addendum to the Capital Improvements Program included in the annual budget.

Attachments:

- 10-year Facilities Plan

ANALYSIS: The City's annual budget process includes the presentation of a five-year Capital Improvements Program (CIP), expenditures, and the revenue and payroll presentations. These elements are then combined into a single document and adopted within the annual budget. The CIP includes significant expenses that are greater than \$20,000 and are planned for purchase and implementation within a five-year period.

The large-scale growth that we are set to experience is going to have significant implications to large scale and long-term capital improvements and facility needs. The creation of a 10-year "facility plan" is designed to provide focus and clarity on the large-scale (\$250,000+), long term (10 years) needs instead of the regular CIP. The inclusion of the ten-year facilities plan provides another layer in the budget process and allows for a better planning and forecasting tool.

The proposed draft 10-year facilities plan is being presented to the City Commission for consideration and approval as submitted or with any amendments that the Commission may desire. The proposed plan is conceptual in nature and will be included in the final budget for consideration

Staff Recommendation: Approval of the proposed 10-year facilities plan.

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Call to Order: Mayor Jack Dearmin

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Roll Call: Linda Bourgeois, City Clerk

City Manager & City Attorney Announcements

Recognition of Citizens: Items that are not on the Agenda

Ovarian Cancer Awareness Month

Consent Agenda:

- 1.) City Commission Meeting Minutes for August 8, 2022
- 2.) City Commission Announcements

Agenda:

- 1.) Ordinance 1495-22: Street Naming Policy
- 2.) 10-Year Facilities Plan Presentation

Recognition of Citizens: Please Limit Your Comments to 5 Minutes.

Commissioner Questions and Comments:

Vice Mayor Brent Eden
Commissioner Maultsby
Commissioner Daley
Commissioner Fuller
Mayor Dearmin

Adjourn



Proclamation

WHEREAS, ovarian cancer is the deadliest of all gynecologic cancers and is the thirteenth leading cause of cancer deaths among women in the United States; and

WHEREAS, according to the National Cancer Institute, the 5-year relative survival rate (as of 2012-2018) of those diagnosed with ovarian cancer for all SEER stages combined was only 49.7%; and

WHEREAS, the new ovarian cancer cases in 2022 are estimated to be 19,880 with an associated death toll being 12,810; and

WHEREAS, there is currently no reliable early detection test for ovarian cancer which results in 1% of all new cancer cases in the United States; and

WHEREAS, because ovarian cancer often goes undetected until the advanced stages, increasing awareness of risk factors is critical to fighting this disease; and

WHEREAS, the City of Lake Alfred supports the work of the Wings of Teal, an ovarian cancer support group in Polk County, Florida in its efforts to help increase ovarian cancer awareness.

NOW, THEREFORE, BE IT PROCLAIMED the City of Lake Alfred formally designates September 2022 as:

OVARIAN CANCER AWARENESS MONTH

and call upon citizens, government agencies, organizations, health care providers, and research institutions to raise ovarian cancer awareness. We also urge women to talk to their health care providers and learn more about this disease.

IN WITNESS WHEREOF, I have hereunder set my hand and the City seal this 22nd day of August 2022.

Jack C. Dearmin, Mayor
City of Lake Alfred, Florida

LAKE ALFRED CITY COMMISSION
AUGUST 22, 2022

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Staff Recommendation: Approval of the Consent Agenda

**MINUTES
CITY COMMISSION MEETING
MONDAY, AUGUST 8, 2022
7:30 PM
CITY HALL**

Call to Order: Mayor Jack Dearmin called the City Commission meeting to order at 7:30 p.m. in the City Commission Chambers located at 120 E. Pomelo Street, Lake Alfred, FL. 33850.

Invocation and Pledge of Allegiance: Pastor Kimberly DuBreuil of the First United Methodist Church of Lake Alfred provided the invocation and **Mayor Dearmin** led the Pledge of Allegiance.

Roll Call: City Clerk Linda Bourgeois

City Commissioners in attendance: Mayor Jack Dearmin, Vice Mayor Brent Eden, Commissioner Mac Fuller, Commissioner Nancy Daley, and Commissioner Albertus Maulsby.

Staff in attendance: City Manager Ryan Leavengood, City Attorney Seth Claytor, Finance Director Amber Deaton, Parks, and Recreation Director Richard Weed, Community Development Director Ameer Bailey, and Fire Chief Wallace Nix.

City Manager Leavengood announced the next City Commission meeting will be held on Monday, August 8, 2022, and said the students will return to school on Wednesday, August 10, 2022. He continued and announced the upcoming Chamber of Commerce Lunch and Learn at 11:30 AM on August 10, 2022, hosted by the SouthState Bank. He thanked everyone for coming out to the Community Fun day. He thanked the Parks and Recreation Director and the City Commission for their participation and said there were over 100 backpacks handed out.

City Attorney Claytor said he remained grateful to represent the great City of Lake Alfred.

Recognition of Citizens

There were none.

Presentation Community Development Districts (CDD) 101 by Jere Earlywine of KE Law Group.

Overview

What is a CDD?

- There are approximately 800 in Florida and 67 in Polk County
- Special purpose unit of government established under Chapter 190 of Florida Statutes
- Finance and maintenance entity that issues tax-exempt bonds, constructs and acquires roads, utilities, stormwater, and other improvements
- Upon infrastructure construction it operates like a Home Owners Association

What can a CDD do? Per Florida Statutes 190.012(1)

- Stormwater management infrastructure
- Water and Wastewater infrastructure
- Bridges and culverts
- Roadways and street lighting
- Hardscape, landscaping, and irrigation

- Environmental remediation, conservation areas, mitigation areas, and wildlife habitats

CDD limitations

- CDD has limited authority and the City keeps all powers including zoning and permitting
- CDD has to comply with municipal ordinances
- No debt of the CDD can be a debt of the City of Lake Alfred'
- There are no administrative costs and the assessments do not impact millage caps
- CDD debt is not disclosed on the City's financial statements

Key Advantages

- Higher quality project due to tax-exempt bonds for favorable rates that is spread out over time and result in more competitive home prices.
- Superior maintenance entity
- Default advantages
- Assessments are collected on the tax roll
- More transparency and are subject to the Sunshine and Public Records laws
- Higher property values

Default Protection Advantage

- CDD Money held in a trust estate and money can only be used through a strict requisition process
- In the event of a default the bank holds the money and not the developer
- Money can be used to continue the project, pay operational expenses, and pay foreclosure costs.

Benefits to the City of Lake Alfred

- Stable financing source for new public projects
- No financial burden on residents outside the CDD
- Assures project is funded
- Increased tax base
- Ensures that growth pays for itself

Residential benefits

- Enhanced amenities, key features, and landscaping
- Professional managed
- Residents decide on their own level of service at an earlier stage

Transparency

- Disclosed in sales contracts
- Mandatory to be on the website
- Meetings are noticed and minutes are taken
- Mailed notices for all assessment hearings
- Annual audit required

Establishment Criteria

1. Petition statements are true and correct
2. CDD establishment is consistent with the comprehensive plan
3. Developable as one functional interrelated community based on size, compactness, and contiguity

4. Facilities will be compatible with existing community services and facilities
5. Is amenable to separate special district government
6. Best alternative for delivery of community development services and facilities

He said all the things he is talking about right now will be written down in an agreement so you can count on that. The petitioner's agreement will identify which enhancements will be within the CDD.

City Manager Leavengood explained the petitioner's agreement was similar to a developer's agreement which will then memorialize in an interlocal agreement. He continued and said one of the biggest questions to the Commission is number six; Is the CDD the best alternative provider for said services? He spoke about the city services versus the services of the CDD, the City's code having basic standards, the petitioner's agreement, and the interlocal agreement so that it is enforceable.

City Attorney Claytor said it would be a Chapter 163 agreement that gives us stronger contractual grounds upon which to further our relationship with the CDD if the Commission so desires to approve the petitioner agreement.

A discussion ensued regarding the debt service, the transparency of disclosure when buying in the CDD, and baking in the format type of disclosure notices by having them as an exhibit and required in the agreement.

Commissioner Daley asked the following questions. She said since they are building with tax-exempt municipal bonds the amenities should be available for use by city residents, is that true?

Jere Earlywine said that is correct, essentially. He explained you can have a gated community but only finance certain things within that gate. He spoke about soft gates, security cameras, and recreational facilities as being available on the same terms as the community.

Commissioner Daley said the people who live in the community and have to pay the fees will see it on their tax bill and perceive it to be a double tax bill because the assessments may be as much as their ad-valorem. They are also paying the impact fees and can't have a homestead exemption on the tax bill, so they are paying more than once on the roads, streets, and recreation because they are paying the impact fees and property taxes for the maintenance. She said the city is the best option because we maintain roads. She shared about the city taking over the roads in other communities.

Jere Earlywine said it was not double taxation and if people from the community want to come in and use the amenities they will need to pay that same fee in order to have that access. The CDD will adopt a set of rules. He used an example of a City pool and fees. He said there are some communities that would prefer to pay for their own roads and have the nice landscaping and hardscaping that a CDD would provide. Your question is more of a consumer protection argument and there are disclosure requirements. He said people would be choosing to pay more to live in a nicer community rather than pay less for a less nice home across the road.

City Attorney Claytor expounded on the best alternative subject and the language used in the Florida Statutes.

A discussion ensued regarding the different types of communities with Home Owners Associations, the City placing road and stormwater maintenance in the budget, and that being a part of the City's function.

Commissioner Daley said she read where the CDD has to be open to the general public because of the use of tax-exempt bonds. She asked how they were able to justify paying more.

Jere Earlywine said the people living in the CDD pay their debt installation and an annual operation and maintenance assessment for the operation of the park. People from the outside have to pay an equivalent fee. He said with a CDD, it costs less, and you have more money going into the project so now you have a feature that is there and would not be if it were not for the CDD. He said the people will be paying for the recreational facility and the developer is not going to eat the cost. It comes through the sale of the house and allows for a bigger recreational package and then said remember the CDD does not finance the entire capital improvement plan and if they did that the assessments would be so huge they would not be able to sell the homes. He provided an example of how the assessments worked and spoke about the extras the residents receive, and the ability to refinance improvements and maintenance.

Discussion surrounded the city does not ever take over the stormwater systems, the discipline of the City's paving schedule with the local option gas tax allocation, and turning over the landscaping to the CDD. Further discussion was around the petitioners' agreement to spell out a specific size clubhouse, and the size and type of swimming pool. In addition, the linear foot per frontage and debt methodology was discussed.

Phillip Hunt with Ruthell Hunt and Associates said the assessments range from \$22 to \$32 dollars per front foot. He provided an example of a 50-foot lot at \$30 per front foot being an assessment of \$1,500 per year. He said the people are not forced to buy and they vote with their pocketbooks. He continued and said we offer a superior amenity package for a great price on the house. He explained how it worked with the market.

Commissioner Daley asked then who would pay it back and Mr. Hunt said it would be paid on the front end. The developer would say my \$15,000 assessment is worth \$20,000 in debt and the people are not buying so I'm going to go ahead and prepay that assessment and buy down the assessment price for consumer affordability. He said they do that at the closing table, taking some of the proceeds and paying that part of the assessment down. It's just money and like a mortgage and they have to guess right and provide a certain level of amenities and infrastructure where everybody is willing to pay that and accept the assessment. The average in Polk County right now is \$25 to \$30 per front foot.

City Manager Leavengood asked if the total debt factored into the price at closing as affordability can translate into a payment. Walk that through as it translates into the monthly payment in escrow and taxes.

Phillip Hunt said the disclosure sheets go over the charges dollar-for-dollar and include the HOA fee, the CDD debt fee, the CDD operation and maintenance fee, and it is extremely detailed. Everyone wants full disclosure.

Jere Earlywine said that was something we had talked about attaching to the petitioners' agreement and will give you something to rely upon. In fifteen years he has only seen two CDDs get turned down because they shortened up the amenity package, the landscaping features, and ended up with a poor-quality project.

City Manager Leavengood asked if there was an ability to put in an annual disclosure.

Phillip Hunt said they get the disclosure at closing, it is on the website, and each year.

Jere Earlywine said they also send them a mailed notice each year so they get an operation and maintenance notice at the first budget and anytime it increases thereafter. There is a lot of disclosure and they are open to having additional disclosure requirements and said it could be placed within the agreement.

Commissioner Daley said she was referring to the second or third owner.

City Attorney Claytor said when the purchasers come in and buy, they will see the disclosure along with the taxes and assessments pro-rated. The buyers will be able to identify clearly that they are buying a home in a Community Development District.

Commissioner Daley asked what they do if the residents do not want to be on the board or if people on the board are not above board and provided an example of the Villages.

Phillip Hunt said it's never been a problem with people wanting to be involved on the boards and he said the Villages was a tax issue.

Commissioner Daley asked about how many of the CDDs went belly-up.

City Attorney Claytor said back in 08-09 there were some failed CDDs and said nothing is fail-proof.

Jere Earlywine said it can happen but there are regulatory requirements and reports that have to be filed with the state. In his experience, it is rarer. He shared an experience of a CDD foreclosure, how it was able to still operate during the economic downturn, and then how it was revived.

Phillip Hunt shared about the economic downturn and said we all learn a lot more during the bad times than the good times. Through 08-13 projects failed, developers were gone, but the CDDs worked.

A discussion ensued about there being 424 units planned in Silver Lake and 960 in The Springs of LA.

Commissioner Fuller asked if the developments in Lee and Collier County were CDDs.

Phillip Hunt said most of them are huge developments and they are CDDs with landscaping and water feature packages. The vast majority of the developments in Collier, Naples, and Fort Meyers are CDDs.

Discussion surrounded that some CDDs were hard gated communities, the proposed communities for Lake Alfred are soft gated communities, and the amenities are disclosed in the petitioners' agreement.

Vice Mayor Eden commented about transparency and wanted to make sure the salespeople were educated to inform the public.

Jere Earlywine said they create a brochure for prospective buyers that also provides additional disclosure.

After the presentation, he stood for questions from the City Commission.

Mayor Dearmin presented the Consent Agenda for consideration.

Consent Agenda:

- 1.) City Commission Meeting Minutes for July 11, 2022
- 2.) City Commission Announcements
- 3.) Edward Bryne Justice Assistance Grant

The analysis was inserted by the City Clerk.

[Florida Administrative Code requires that the units of government in each county reach a consensus concerning the expenditure of these funds, including the projects to be implemented. To verify this consensus, the Florida Department of Law Enforcement requires each applicant to obtain a letter of support from at least 51% of the local units of government, representing at least 51% of the county population.

The following amounts have been allocated to fund projects in Lake Alfred.

- 2017/2018 Allocation \$ 14,953
- 2018/2019 Allocation \$ 17,400
- 2019/2020 Allocation \$ 19,760
- 2020/2021 Allocation \$ 15,000
- 2021/2022 Allocation \$ 24,000

Approval of this item will authorize the mayor to sign the fund distribution for Polk County and a letter of acceptance to the Florida Department of Law Enforcement.]

Commissioner Daley made a motion to approve the consent agenda with City Attorney's corrections to the minutes. The motion was seconded by **Commissioner Maultsby**. The motion was unanimously approved.

Mayor Dearmin presented the next two business items.

- 1.) Ordinance 1491-22: Polk Training Center Future Land Use
- 2.) Ordinance 1492-22: Polk Training Center Zoning

City Attorney Claytor read the title of Ordinance 1491-22 into the record.

City Manager Leavengood read the analysis into the record. He said on July 11, 2022, City Commission approved Ordinance 1487-22 annexing property along County Road 557 into the city limits. The Polk Training Center includes two parcels totaling approximately 9.77 acres. The staff has worked with the applicant in determining the Future Land Use and Zoning designations. The proposed Future Land Use designation is Urban Residential and the proposed zoning is Residential Neighborhood 2 (RN-2).

On July 14, 2022, at their regular meeting, the Planning and Zoning Board unanimously voted to recommend that the City Commission approve the future land use and zoning district assignment requests.

On July 25, 2022, the City Commission approved the ordinances on first reading, upon adoption the notice will be sent to the Department of Economic Opportunity (DEO) since this is a small-scale amendment.

He said the staff was recommending approval of Ordinance 1491-22 on the second and final reading. He said the land use has twenty-four units and the zoning is for twelve units and that is the maximum he said there may be an opportunity to have another zoning delineation that is specific to the mobile home park.

Vice Mayor Eden commented that it was good to have diversity in order to give our residents some options.

Commissioner Daley said she did not change her objections and they are the same as the last time because of the location. Once you give it a future land use of twenty-four it can go to twenty-four and it is not going to be less than that. All around this area is single-family residential and she agrees we need housing options but she would like to see it closer to facilities such as the restaurants, the library, elementary schools, and public transportation. She spoke about the parking concerns and said it is scary to her to put something that intense in that area. For her is it about compatibility and consistency. The heavier future land uses should be closer to the downtown area and closer to the facilities. It is just not compatible.

Commissioner Maultsby asked if they use the high-end units it may make the housing more affordable. He said only a mile away are the sidewalks and the kids can hop on their bicycles and be downtown in five minutes.

Mayor Dearmin opened the floor for the public hearing, and seeing none, he closed the public hearing.

Commissioner Fuller made a motion to approve Ordinance 1491-22 for the Polk Training Center Future Land Use Assignment on the second and final reading. The motion was seconded by **Vice Mayor Eden**. A roll call vote was taken with **Commissioner Daley** dissenting. The motion carried with a majority vote.

City Attorney Claytor read the title of Ordinance 1492-22 into the record.

City Manager Leavengood said the staff was recommending approval of Ordinance 1492-22 on the second and final reading.

Mayor Dearmin opened the floor for the public hearing, and seeing none, he closed the public hearing.

Commissioner Maultsby made a motion to approve Ordinance 1492-22 for the Polk Training Center Zoning Assignment on the second and final reading. The motion was seconded by **Vice Mayor Eden**. The motion was unanimously approved.

Mayor Dearmin introduced the next two business items.

- 3.) Ordinance 1493-22: Florida Gas Future Land Use
- 4.) Ordinance 1494-22: Florida Gas Zoning

City Attorney Claytor read the title of 1493-22 into the record.

City Manager Leavengood read the analysis into the record. He said on July 11, 2022, City Commission approved Ordinance 1487-22 annexing property along County Road 557 into the city limits. One small parcel (0.09 ac) included the Florida Gas transmission facility. Staff proposes the Future Land Use designation and Zoning district assignment of Public Buildings and Grounds.

On July 14, 2022, at their regular meeting, the Planning and Zoning Board unanimously voted to recommend that the City Commission approve the future land use and zoning district assignment requests. On February 7, 2022, the City Commission approved Ordinances 1476-22 and 1477-22 on the first reading. However, the City Staff voided the two Ordinances to bring forward the Future Land Use and Zoning after the revised annexation ordinance was adopted.

On July 25, 2022, the City Commission approved the ordinances on first reading, upon adoption the notice will be sent to the Department of Economic Opportunity (DEO) since this is a small-scale amendment.

He said the staff was recommending approval of Ordinance 1493-22 on the second and final reading.

Mayor Dearmin opened the floor for the public hearing, and seeing none, he closed the public hearing.

Commissioner Fuller made a motion to approve Ordinance 1493-22 for the Florida Gas Future Land Use Assignment on the second and final reading. The motion was seconded by **Vice Mayor Eden**. The motion was unanimously approved.

City Attorney Claytor read the title of 1494-22 into the record.

City Manager Leavengood said the staff was recommending approval of Ordinance 1494-22 on the second and final reading.

Mayor Dearmin opened the floor for the public hearing, and seeing none, he closed the public hearing.

Commissioner Fuller made a motion to approve Ordinance 1494-22 for the Florida Gas Zoning Assignment on the second and final reading. The motion was seconded by **Vice Mayor Eden**. The motion was unanimously approved.

Mayor Dearmin presented the next business item for consideration.

- 5.) Resolution 11-22: Safe Streets for All Grant Support

City Attorney Claytor read the title of Resolution 11-22 into the record.

City Manager Leavengood read the analysis into the record. He said the new Safe Streets and Roads for All (SS4A) federal grant program will provide \$5 billion in grants over the next 5 years. These grants are part of the Bipartisan Infrastructure Bill approved by Congress in 2021. Grants

will be awarded through a competitive process governed by considerations set by the law and as administered by the U.S. Office of the Secretary of Transportation (OST).

The Polk TPO and some members have adopted a Vision Zero Plan with a target of zero traffic-related fatalities and serious injuries. The SS4A program is designed to financially support communities in meeting a target of Zero by supporting planning and implementation efforts.

Although all state subdivisions are eligible to apply for the grant, the SS4A application guidance specifically encourages applications by multi-jurisdictional teams. Therefore, the Polk TPO is leading the grant application effort with Polk County as the lead applicant. The Lakeland Area Mass Transit and the municipalities within Polk County are encouraged to participate as joint applicants. These partnerships will increase the strength of the countywide application.

The Polk TPO community grant application is requesting a total of \$1 million in funding for an Action Plan Grant. Developing a pre-qualifying and highly rated Action Plan is a crucial prerequisite when applying for future SS4A Implementation grants. The SS4A Action Plan funding would result in a federally qualifying, highly rated, holistic, and well-defined plan to reach Zero traffic fatalities countywide. The grant application would include \$200,000 in local funding with \$100,000 as in-kind contributions

City Manager Leavengood said the staff was recommending approval of Resolution 11-22.

Mayor Dearmin commented and said there was strength in numbers.

Mayor Dearmin opened the floor for public comments, and seeing none, he closed the floor to public comments.

Vice Mayor Eden motioned to approve Resolution 11-22 to support the Safe Streets for All (SS4A) grant. The motion was seconded by **Commissioner Fuller**. The motion was unanimously approved.

Mayor Dearmin presented the next business item for consideration and said this was a public hearing.

6.) Public Hearing: Resolution 12-22: Camp Monson Subdivision Right of Way Vacation

City Attorney Claytor read the title of Resolution 12-22 into the record.

City Manager Leavengood read the analysis into the record. He said the City of Lake Alfred received a request to vacate, close, and abandon approximately 734+/- linear feet of a platted unmaintained city-owned right-of-way within the Camp Monson Subdivision. The request was initiated by FDOT during conversations related to the development review process for the Waterford Cove development and improvements at US 17/92 and Experiment Station Rd. The general location is east of Highway 17/92 near the intersection of Lee Jackson Rd. and west of the northern end of Mosley Road. There are two properties abutting the right-of-way. Both properties and all utility companies were contacted regarding the proposed vacation. The real property abutting the southerly side of the right-of-way is owned by Exodus World Ministries, Inc. signed an adjoining property owner notice in support of the proposed vacation. All utility providers were contacted through an 811 locate request. All utilities provided a statement of all clear or no facilities within the right-of-way.

The staff has reviewed the request and determined that the request has met all the statutory requirements in addition to the City's Unified Land Development Code, the Comprehensive Plan. No portion of the right-of-way was acquired for a state or federal highway. Vacation of the right-of-way will not deprive any person, firm, corporation, or entity of its legal right of ingress and/or egress to any property. Lastly, the right-of-way is not required or needed by the City. The notice of intent to seek the vacation of the right-of-way was duly published in The Ledger to hear objections. Upon approval, this action will preserve, enhance and encourage the most appropriate use of land consistent with the public interest.

City Manager Leavengood said the staff was recommending approval of Resolution 12-22.

Community Development Director Bailey explained the exact location of the proposed vacation and said the request was initiated by the Florida Department of Transportation so there would not be another access point to Highway 17/92 for the Waterford Cove residential development across from Experiment Station Road. She said Waterford cove has moved its entrance further north so there is no public purpose. She continued and said we are not vacating all the way down Mosley Road because once it curves back to the right, the City along with the County, intends to re-align the road so it ends at the residential development. The County will be vacating the additional portion that runs to the east as a part of the realignment process. The main purpose is not to allow another access point to Highway 17/92.

A brief discussion ensued about Mosley Road actually coming out to Lee Jackson Highway south on Highway 17/92, the FDOT not wanting another intersection near Lee Jackson and before Waterford Cove, and Waterford Cove being in the City limits. The County is looking to vacate the portion from the curve back towards the lake, the intent being that Mosley Road would go straight into the Waterford Cove development, and our section is just a vacant parcel of grass which is an unmaintained right-of-way.

Commissioner Fuller asked about the status of Exodus World Ministries, Inc.

Community Development Director Bailey said they came into the office in July and shared an invigorated interest in building their campus there.

Mayor Dearmin opened the floor for the public hearing.

Stacy Brinkerhoff said she was here as the power of attorney for her mother who resides at 900 Mosley Road in Lake Alfred. Her mother owns a parcel in the curve. Her mother's land is to the south and the east of the proposed area of vacation, which falls under Polk County, and said we have no issues with this request. However, her mother's attorney wanted it to be recorded that he is working with the County regarding the continuation of the line which would go all the way to Lake Haines. We have requested for that entire right of way to be conveyed to her because she owns the parcel on the lake to the east side of the right of way. We are working on an agreement regarding the dead end so the developer's property line would be a little off if it goes as planned. She asked if the entrance has changed because she thought it to be on Highway 17/92 and was told the entrance would be off of 17/92.

Community Development Director Bailey said due to the number of units, the developers are required to have secondary access so that will be on Mosley Road. The developer is planning to fence the southern boundary and install a gate and if they do gate the community they will have to provide a vehicle access code to the emergency services.

Stacy Brinkerhoff thanked the Community Development Director and the City Manager for working together and said it has been a very nice experience so far.

Mayor Dearmin closed the public hearing.

Commissioner Daley motioned to approve Resolution 12-22 to vacate, close, and abandon a portion of a platted unmaintained right-of-way within the Camp Monson Subdivision. The motion was seconded by **Commissioner Maultsby**. The motion was unanimously approved.

Mayor Dearmin presented the next business item for consideration.

7.) Resolution 13-22: LA Pines Final Plat w/ Performance Bond

City Attorney Claytor read the title of Resolution 13-22 into the record.

City Manager Leavengood read the analysis into the record. He said The applicant, Lake Alfred Pines LLC., has requested approval of a final plat for the Lake Alfred Pines subdivision. The approximately 30± acre subdivision is located on the east side of CR 557 north of the current intersection with Old Lake Alfred Road. The property is located within the Green Swamp Area of Critical State Concern.

On July 12, 2021, the City Commission approved the Developers Agreement with Center State Development and Lake Alfred Pines. The agreement allowed for the relocation of the subdivision entrance onto the City property to create a full intersection with Old Lake Alfred Road. The Developer was responsible for permitting, road construction, and providing a maintenance warranty for the road improvements (same time frame as subdivision infrastructure). The City was responsible to accept and maintain the road improvements and convert the road improvements into a perpetual ROW. The agreement also created a Temporary Access and Construction easement.

The construction plans were approved by the City on October 6, 2021. The density is approximately 3.8 units per developable acre, which is consistent with both the zoning districts and the Future Land Use (FLU) designation. The lot layout meets the requirements of the ULDC cluster provisions permitting 79 lots with 6.25 acres of open space in addition to the 9.78 acres of conservation wetlands.

Before construction, the City has received all state permits. The site is currently under construction and awaiting final inspections. The developer has submitted the infrastructure estimates for the completion of the remaining infrastructure and the City's engineer has reviewed the estimates. The owner has provided a performance bond in the amount of 110% of the engineer's certified cost of all remaining improvements, or \$526,001.81.

The staff has worked with the applicant to ensure conformance with regulation 9.7.4 of the Unified Land Development Code (ULDC). The plat requirements have been verified by the consulting City Attorney, Engineer, and Surveyor. Acceptance of the performance bond allows for the recording of the plat without the City's acceptance of the listed dedications. Once the final improvements are complete, inspected, and approved, a second resolution will be presented to release the performance bond, accept the dedications, and accept a 2-year maintenance bond.

City Manager Leavengood said the staff was recommending approval of Resolution 13-22.

Commissioner Maultsby asked how many homes there would be and if they were ready to build.

Community Development Director Bailey said there were seventy-nine homes and that the developer was ready to build. She said they were 95% completed with the infrastructure.

A brief discussion ensued about that being the old Peg property, the curve on Old Lake Alfred Road being realigned, the developable acres, and there not being any walking trails in the community. Further discussion surrounded the general area having access to open space and the types of walls being masonry along highway 557 and vinyl along the southside. The widening project will include a trail the residents can use.

Mayor Dearmin opened the floor for public comments, and seeing none, he closed the floor to public comments.

Commissioner Maultsby motioned to approve Resolution 13-22 to approve the LA Pines Final Plat with the Performance Bond. The motion was seconded by **Commissioner Fuller**. The motion was unanimously approved.

Mayor Dearmin requested for City Manager Leavengood to present the next business item.

8.) Presentation: Payroll, Revenue, and Capital

City Manager Leavengood said the proposed revenue and payroll sections for the upcoming FY 22/23 budget have been prepared using the previously approved second-year budget. Proposed changes to revenue have been highlighted and are based on experience from the current and previous fiscal years or anticipated changes based on future projections.

Proposed changes to payroll are based on the operational needs of the City and are represented in the department personnel plan. Adjustments to compensation are based on a salary study which is conducted every two years that benchmarks our positions against comparable cities and several larger cities in the local labor market; the study was completed this year and utilized 1,524 data points in the analysis. Substantive changes in the methodology of the market gap plan have been proposed and are included in the salary plan analysis.

The proposed substantive payroll changes include:

- 4% COLA (2% in October; 2% in April)
- Targeted adjustments to positions that fell below 85% of the overall market average as proposed in the salary study.
- Changes in the step, longevity, and holiday system designed to meet the change in the methodology of the salary study (i.e. 90% of the overall market average for starting salary instead of 80% and being at 100% of the market average in 6 years instead of 95% in 15 years)
- Ratify the addition of a Grant Writer Position
- Ratify the addition of a Fire Marshal (90% Permit Fee Revenue)
- Ratify the addition of a part-time Assistant Librarian
- Addition of a Superintendent in Parks & Recreation

If approved, the proposed payroll and revenue sections will be included in the preparation of the final budget for consideration at public hearings in September along with any changes that the Commission may determine or that may otherwise be necessary based on updated expenditure or revenue projections.

He continued and reviewed the increases and decreases in the revenue and expenditures in the general fund, the enterprise fund, the Community Redevelopment Agency, and the stormwater. He went on to review the salary study with the comparator market samples, the local labor market sample, and how those cities were chosen based on certain data points. He said he will base the budget on the July numbers and make minor modifications to the experience which will be incorporated in the September budget presentation. He concluded by saying he would bring back the capital at the next meeting in the context of a 10-year facilities plan which combines the City's master plans and it can be a new layer of the budget going forward. He then went on to review the salary study and the proposed compensation plan.

He reviewed the old system compensation plan and the newly proposed compensation plan.

Old System (80% starting salary target goal and 95% of market average in 15 years):

Employee Market Gap Compensation Plan:

	Starting Pay*	12% Step**	5% Longevity***	Holiday	Education	Total
Employee:	80%	90.09%	4.50%	1.00%	0.00%	95.60%
as % of market average				Associate	1.80%	97.40%
				Bachelor	3.60%	99.20%
				Master	5.41%	101.00%

Employee Market Gap Compensation Plan

	Starting Pay*	8% Step**	Longevity***	Holiday	Education	Total
Employee:	90%	7.42%	1.46%	1.95%	0.00%	100.83%
as % of market average				Associate	1.95%	102.78%
				Bachelor	3.90%	104.73%
				Master	5.85%	106.67%

*Goal starting pay of 90% of overall market average as determined by the salary survey.

** 2% step increases; 4 steps in 6 years

*** Longevity of 0.25% per year of regular service (6th year amount shown)

He continued and reviewed the position analysis and shared the reasons behind the changes are due to inflationary measures, employee retention, and competitive markets. He shared several stories of other cities and the compensation of the 20+ year employee being replaced by a person at a higher compensation. He spoke about other challenges with the workforce now looking for remote work opportunities and the need to adjust salaries across the organization to be proactive and not reactive.

Commissioner Fuller said he appreciated his 10+ years of experience and his ability to understand that and present it. Thank you.

Mayor Dearmin echoed the comments and said he appreciated the forward-thinking on having the salary study conducted every two years.

City Manager Leavengood said this is a well-blended budget with the combination of the tax reduction and good robust capital, which is continuing to accelerate, and we have the investment in the employees.

Vice Mayor Eden said he sees this as well and your paying someone 20% more for an employee replacement and they may not be able to do as good of a job. He sees it in his marketplace all the time and he appreciates not letting too many of them out the door before implementation.

Commissioner Daley said it is also hard to bring in a person and give them a salary next to someone who has been here for ten years and earned that upper salary. She provided an example of the teachers.

Mayor Dearmin opened the public comments.

Ron Pestone of 160 W Haines asked, if after the CDDs put in the water, sewer, and stormwater does the city continue to bill them, or does it get split? So the revenue stream stays with the city?

City Manager Leavengood said it's no different than a regular subdivision they turn them all over to us and it is our infrastructure in the right of way. The revenue stream does stay with the City.

Mayor Dearmin closed the public comments.

City Manager Leavengood said the staff recommendation is to approve the draft Revenue & Payroll Sections to be included in the FY 22/23 Budget.

Vice Mayor Eden and **Commissioner Daley** made a motion to approve the draft revenue and payroll sections to be included in the FY 22/23 Budget. The motion was seconded by **Commissioner Fuller** and approved by a unanimous voice-call vote.

Recognition of Citizens.

There were no citizens that came forward to speak to the Mayor and City Commission.

Mayor Dearmin commended all of the City Commissioners and Commissioner Daley for all the information about the CDD. We have a good clarification on the items presented and said he is looking forward to the upcoming conference. He said he enjoyed the Community Day on Saturday and that we had great weather. Parks and Recreation did a great job and he got to meet the new Police Officer that will be at the Discovery middle school.

Vice Mayor Brent Eden thanked all of the first responders and the Police and Fire Chiefs. He thanked Director Weed and his staff for a great event and said we had a really good turnout with the rain holding out. He said his wife put in some hours and said she and Richard enjoy working together. He continued and said that he appreciates her. He too is looking forward to the conference and said he hoped everyone has a safe trip up there and back. Thank you.

Commissioner Maultsby asked about the bank leaving and **City Manager Leavengood** said he believes that most banks are going away from the brick and mortar. He said SouthState did the acquisition and merger and said if it were not for that, he believes CenterState would not have

closed. He spoke about the City's interest in purchasing the property and said maybe in the future, with our growth, there may be other opportunities for another bank in Lake Alfred.

Commissioner Maultsby asked for an update on the grant we applied to from Congressman Soto's office.

Management Analyst Aubrey Fuller said she does not have an official timeline but we are still included, according to the website, and she hopes it continues to stay that way.

Commissioner Maultsby asked if we were able to get the County Administration address changed to Lake Alfred and City Manager Leavengood said that we were waiting on the post office to provide us with a letter. **City Manager Leavengood** said at this point if he can get them to agree to put Lake Alfred on the letterhead he just may push the envelope with County Administration but we may even need the approval from the post office to do that.

Commissioner Daley said farewell to the Fire Chief who is leaving the City, he's been great, and wish him well in his Rrrr; I can't say the word. Thank you for your service to the City. City Manager Leavengood said we will send the City Commission the retirement party information. She continued and said she attended the library event and the Principal of Lake Alfred Elementary did a very informative presentation. These presentations are good for the city and she appreciated the Friends of the Library. She continued and apologized for taking over some parts of the meeting and said she did a lot of research on the topics and even the speaker tonight said the developers make more money this way. That is what bothers her and we have to look out for our residents so when they start to pay their bills and see another \$250 per month for something that is already built in front of their house [the road] and they are having to pay for it. She wants everyone to be aware of what the full impact of that can be for people who are going to live there. She said just because they have more money doesn't mean we should take it from them. That is just my opinion and said she feels strongly about her opinion. Thank you.

Commissioner Fuller addressed Commissioner Daley and said he appreciates how much he learns from her, listening to her present, and all the time she spends researching. It is all a learning curve and he appreciates her efforts regarding the City. He congratulated Chief Nix and thanked him for his job and service to the City. We are going to hate you leaving us for grounds north of us. He said the Community Day event was fun and said the good Lord blessed us with an overcast day with a breeze and a lot of kids. He said we went through one hundred backpacks pretty easily. He said he likes communicating with the kids and these last two years have been hard on them. He continued and said he is looking forward to the upcoming conference and said this week is the first day of school so be mindful of the presence of the students. Thank you for sitting through a long meeting.

Commissioner Maultsby said he was awakened by a helicopter at 1:30 AM and wanted to know if the city knew what was going on in his neighborhood. City Manager Leavengood said he would attempt to find out and get back to him.

Without further comments, at 10:04 p.m., the City Commission meeting was adjourned.

Respectfully submitted,

Linda Bourgeois, BAS, MMC,
City Clerk

LAKE ALFRED CITY COMMISSION
AUGUST 22, 2022

1.) Ordinance 1495-22: Street Naming Policy

Issue: The City Commission will consider approval of the request to approve Ordinance 1495-22 amending Ordinance 1274-10 related to the Street Naming Policy and Fees on the first reading.

Attachment:

- Ordinance 1495-22
- Internal Street Renaming Policy

Analysis: City staff has been working with Polk County, the City of Auburndale, and Adam's Estate to rename Old Lake Alfred Road (from West Pierce to Five Points in Auburndale). There are only a couple of addresses on Old Lake Alfred Road and changing it would eliminate confusion/redundancy with other roads that have "Lake Alfred" in them. In looking at our own policies staff has reviewed the City's current street re-naming policy of which a fee schedule was adopted by ordinance in 2010 which established the fees associated with the renaming of the city's streets.

The Ordinance included a minimum \$250.00 non-refundable deposit; Planning Board Meeting public hearing notice; City Commission public hearing notice; recording fee; notice of street name change; administrative fees and mail notification; cost of street signage. The policy itself was an internal policy that would require petitions for the Board and Commission to consider.

The existence of a fee schedule and internal policy seemingly indicates that the City Commission is permissive and receptive to street renaming. With the difficulty, likely opposition, the historical significance of names, and the cost of doing so street renaming by its very nature is rare, selective, and generally only undertaken if there is minimal impact on existing addresses (i.e. roads with only a handful of addresses).

The proposed ordinance removes the fee schedule and replaces it with language that the City Commission reserves the right to rename City streets by resolution. If there is ever an interest by the Commission, staff, or the public to rename a street it can be presented to the City Commission, and then staff can perform the due diligence surrounding the feasibility of such a request if there is interest from the City Commission to proceed.

Staff Recommendation: Approve Ordinance 1495-22 on the first reading

ORDINANCE NO. 1495-22

AN ORDINANCE OF THE CITY COMMISSION OF THE CITY OF LAKE ALFRED, FLORIDA; MAKING FINDINGS AND AMENDING SECTION 46-59 OF ARTICLE II, CHAPTER 46, OF THE CITY OF LAKE ALFRED CODE OF ORDINANCES; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; PROVIDING FOR THE ADMINISTRATIVE CORRECTION OF SCRIVENERS ERRORS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Lake Alfred is a Florida municipal corporation vested with home rule authority pursuant to the Municipal Home Rule Powers Act (F.S. Chapter 166) and Article VIII, §2 of the Florida Constitution; and

WHEREAS, pursuant to Section 2(b), Article VIII of the Florida Constitution and Chapter 166, Florida Statutes, the City is vested with governmental, corporate and proprietary powers to enable it to conduct municipal government, perform municipal functions, and render municipal services, including the general exercise of any power for municipal purposes; and

WHEREAS, on April 19, 2010, the City Commission of the City of Lake Alfred adopted Ordinance No. 1274-10 establishing the street naming fee schedule which was subsequently codified in the City of Lake Alfred Code of Ordinances; and

WHEREAS, upon review, the City Commission of the City of Lake Alfred desires to amend Section 46-59 of the City of Lake Alfred Code of Ordinances in the form and manner attached hereto as Exhibit "A" to this Ordinance in order to preserve the City's resources in a manner most consistent with the public interest.

NOW, THEREFORE, BE IT ENACTED by the City Commission of the City of Lake Alfred, Florida:

Section 1. Incorporation of Recitals. The above factual recitals (WHEREAS clauses) are hereby adopted by the City Commission of the City of Lake Alfred and incorporated herein as a factual and material basis for the passage of this Ordinance.

Section 2. Code of Ordinances. Chapter 46, Article II, Section 46-59 is hereby amended as set forth in Exhibit "A" attached hereto and made a part hereof (deletions are shown in ~~strike through~~, and additions are shown in underline format).

Section 3. Codification. It is the intention of the City Commission of the City of Lake Alfred that the provisions of this Ordinance shall become and be made a part of the Code of Ordinances of the City of Lake Alfred, Florida.

Section 4. Conflicts. All Ordinances in conflict with this Ordinance are hereby repealed to the extent necessary to give this Ordinance full force and effect.

Section 5. Severability. If any section, subsection, sentence, clause, phrase of this Ordinance, or the application thereof shall be held invalid by any court, administrative agency, or other body with appropriate jurisdiction, the remaining section, subsection, sentences, clauses, or phrases under application shall not be affected thereby. The City Commission of the City

of Lake Alfred hereby declares that it would have passed this Ordinance, and each section, subsection, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, and phrases be declared unconstitutional.

Section 7. Administrative Correction of Scrivener's Errors. Any provision in this Ordinance may be renumbered or re-lettered and the correction of typographical and/or scrivener's errors which do not affect the intent may be authorized by the City Manager or his/her designee, without the need of consideration by the City Commission, by filing a corrected or recodified copy of same with the City Clerk.

Section 8. Effective Date. This Ordinance shall take effect immediately upon final adoption.

INTRODUCED AND PASSED on the first reading at the regular meeting of the City of Lake Alfred City Commission held this 22nd day of August 2022.

PASSED AND ADOPTED on second reading and public hearing at the regular meeting of the City of Lake Alfred City Commission held this 8th day of September 2022.

CITY OF LAKE ALFRED, FLORIDA
CITY COMMISSION

Jack C. Dearmin, Mayor

ATTEST:

Linda Bourgeois, BAS, MMC, City Clerk

Approved as to form:

Frederick J. Murphy, Jr., City Attorney

Ordinance 1495-22 – Exhibit “A”

~~Strikethrough~~ (deletions) and underline (additions) format

Chapter 46
Article II – Streets
Section 46-59 ~~Fees for s~~Street naming policy

~~A \$250.00 Minimum Non-Refundable Deposit.~~

Breakdown of Associated
Costs

- | | |
|--|--------------------------------|
| 1. Planning Board Meeting Public Hearing Notice | \$60.00 |
| 2. City Commission Public Hearing Notice | \$60.00 |
| 3. Recording of Street Name Change Clerk of Courts \$45.00
(at City's discretion) | |
| 4. Notice of Street Name Change | |
| a. Administrative fee | \$50.00 |
| b. Notification of mail out to residents | \$1.00 per
resident |
| 5. Street Signs Changed to reflect new name | \$30.00 per sign |

The City Commission approves new street names through the platting process.

The City Commission reserves the right to re-name existing city streets by Resolution. In renaming a street the City Commission shall consider the impact to residents and businesses, the historic value of the street name(s), and the impact to emergency services.

City of Lake Alfred
Street Name Change Policy

Duplication

A street name should not duplicate another street name within the City of Lake Alfred, nor should it closely approximate the phonetic pronunciation of that name. Emergency service response (police, fire) and mail delivery can be affected by duplicate names in different locations.

Street name duplications may be carryovers from historical street names or may be due to new road construction, or realignment, connection of roads that were previously separate, or disconnection of existing roads that previously formed one continuous route. There also may be other cases where a street name change is desired by adjoining property owners. Unless there is a public purpose to be served, requesting a name change is not encouraged, for it requires considerable cost to the residents and to service providers such as the City and private utility companies.

Requirements

The applicant should contact (863) 291-5270 the City Planning Department to discuss the request. If the reason for a street name change is to eliminate or reduce problems associated with a street address or to facilitate emergency service delivery, then the City will initiate and process the street name petition. If a property owner or owners desire(s) a name change simply because another name is preferable, the property owner must initiate the petition for the street name change. A petition must be completed; which includes the current street name, the proposed name change, and the signatures of the majority of the property owners adjacent to the road that favor such a name change. Also required is a copy of the recorded plat of the street and adjoining properties showing the current street name, a \$250 deposit filing fee, and a statement of why the name change is being requested. The minimum fee for the process is \$250.00. Applicant will be required to pay any expenses over the amount of \$250.00.

Fee Schedule Breakdown

- | | | |
|----|--|----------------------------|
| 1. | Planning Board Meeting Public Hearing Notice | \$60.00 |
| 2. | City Commission Public Hearing Notice | \$60.00 |
| 3. | Recording of Street Name Change Clerk of Courts \$45.00 (at City's discretion) | |
| 4. | Notice of Street Name Change | |
| | a. Administrative fee | \$50.00 |
| | b. Notification of mail out to residents | \$1.00 per resident |
| 5. | Street Signs Changed to reflect new name | \$30.00 per sign |

Street Name Change Process

If the City is initiating the process and has not received a petition from one or more of the adjoining owners, the Planning staff will notify all affected property owners and tenants and solicit suggestions for a unique city-wide street name. Upon receipt of the responses, the Planning staff will review them for duplications, and resurvey the affected property owners and tenants to determine the most acceptable names from among the non-duplicated suggestions.

Once an acceptable name is determined, the Interim City Manager will draft a recommendation to be forwarded to the City of Lake Alfred Planning Commission for review and consideration. If one or more property owners have submitted a petition, it will accompany the recommendation. The Planning Commission will forward this recommendation to the City of Lake Alfred City Commissioners for consideration. The City Commissioners has two options at this point. If the staff survey or the petition submitted by a property owner reflects 75% property owner agreement with the proposed street name, then the City Commissioners can adopt a resolution changing the name of the street to the proposed name without a public hearing. Otherwise, the City Commissioners may adopt a resolution authorizing a public hearing. A notice will be sent to all affected property owners and tenants, and the hearing will be advertised in the legal section of the newspaper. At the public hearing, City Commissioners may choose to do one of the following: discuss the name change further, adopt a resolution changing the name and set an effective date, or deny the request.

Effective Date and Notification

In most cases, the effective date will be either the July 1 or January 2 following Commission action. In many instances, after communication with residents and property owners, an effective date agreeable to all parties can be reached. The City will notify the E911 Addressing service, U.S. Postal Service – Address Information Service, local utility companies, all City of Lake Alfred Departments, Polk County Government, State of Florida Department of Transportation, residents and property owners when an effective date agreeable to all parties has been reached. The individual property owners must notify all other parties. To assist with this process, the U.S. Postal Service provides a change of address kit. Parties to notify may include the Florida Department of Transportation - Division of Highway Safety and Motor Vehicles, Social Security Administration, banks and credit card companies, as well as others whom may regularly send mail to the previous address.

LAKE ALFRED CITY COMMISSION
AUGUST 22, 2022

2.) 10-Year Facilities Plan Presentation

Issue: The City Commission will consider the Ten-Year Facilities Plan to be included as an addendum to the Capital Improvements Program included in the annual budget.

Attachments:

- 10-year Facilities Plan

ANALYSIS: The City's annual budget process includes the presentation of a five-year Capital Improvements Program (CIP), expenditures, and revenue and payroll presentations. These elements are then combined into a single document and adopted within the annual budget. The CIP includes significant expenses greater than \$20,000 and is planned for purchase and implementation within a five-year period.

The large-scale growth that we are set to experience is going to have significant implications for large-scale and long-term capital improvements and facility needs. The creation of a 10-year "facility plan" is designed to provide focus and clarity on the large-scale (\$250,000+), long-term (10 years) needs instead of the regular CIP. The inclusion of the ten-year facilities plan provides another layer in the budget process and allows for a better planning and forecasting tool.

The proposed draft 10-year facilities plan is being presented to the City Commission for consideration and approval as submitted or with any amendments that the Commission may desire. The proposed plan is conceptual in nature and will be included in the final budget for consideration

Staff Recommendation: Approval of the proposed 10-year facilities plan.

CITY OF LAKE ALFRED

FACILITY PLAN & LARGE SCALE CAPITAL (\$250K+)

FY 2022/2023 - FY 2031/2032

2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
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General Government (Commission, Administration, Finance, and Community Development)

Bank Purchase Building Dept. \$1,500,000									City Hall New Complex \$12,000,000
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Police Department

			Evidence Building \$500,000						City Hall PD Portion \$6,000,000
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Fire Department

								North Station \$6,000,000	New Appartus x2 \$2,000,000
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Parks & Recreation

Central Park Phase 2 \$500,000		Central Park Phase 3 \$750,000		Central Park Concession \$1,000,000		Lions Park Phase 1 \$2,000,000		Lions Park Phase 2 \$3,000,000	Community Center \$6,000,000
Mackay Phase 1 \$250,000			Mackay Phase 2 \$500,000			Mackay Phase 3 \$1,000,000			
Growers Acquisition \$1,000,000				Library Expansion \$1,500,000	Land Purchase 20+ acres \$2,000,000				North Complex \$10,000,000

Public Works

			New Garbage Truck \$300,000		Land Purchase 10+ Acres \$1,000,000	PW Facility \$3,000,000	New Garbage Truck \$300,000		
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CITY OF LAKE ALFRED

FACILITY PLAN & LARGE SCALE CAPITAL (\$250K+)

FY 2022/2023 - FY 2031/2032

2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
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Public Utilities: Water

Land Purchase 2+ Acres \$250,000	Water Plant \$5,000,000				Land Purchase 2+ acres \$250,000		Remove Water Tower \$500,000		Water Plant Replace \$7,000,000
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Public Utilities: Sewer

Sewer Exp. Design \$1,500,000			Rapid Infil. Basins \$1,000,000		Sewer Plant Expansion \$25,000,000	Land Purchase 2+ acres \$300,000	Vac Truck \$500,000		North Sewer Package Plant \$5,000,000
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Transportation

		Complete Streets \$500,000		Orange Street Downtown \$500,000		Complete Streets \$500,000		Complete Streets \$500,000	
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